



## ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,  
HONG KONG

Web Page : [www.stclare.edu.hk](http://www.stclare.edu.hk)  
E-mail : [info@stclare.edu.hk](mailto:info@stclare.edu.hk)

Tel : 2817 1764  
Fax: 2855 8420

### Application Guide For S1 Discretionary Place (Academic Year 2019 - 2020)

1. Application Period : 3<sup>rd</sup> January 2019 – 17<sup>th</sup> January 2019
2. Office Hour : Mon-Fri: 9:00 a.m. – 5:00 p.m. / Sat: 9:00 a.m. – 12:00 noon
3. Submission : Submit in person (either by the applicant's parent or an entrusted person).  
**(Please DO NOT send by post).**
4. Items for submission :
  - i. SCGS S1 Application Form for S1 Discretionary Place (Part A and Part B)
  - ii. EDB's Application Form for S1 Discretionary Place
  - iii. Copy of applicant's ID card or Birth Certificate
  - iv. Copies of Report Cards of Primary 5 (Annual) and Primary 6 (1st Term)
  - v. Copies of Certificates/Awards
  - vi. Copy of Baptism Certificate (if any)
  - vii. A stamped self-addressed envelope with student's name and address**(No recommendation letter of any kind is needed.)**
5. Date of Interview : 16<sup>th</sup> March 2019 or 23<sup>rd</sup> March 2019 (Saturday)
6. Arrangements of Interview :

All applicants will be invited to attend the interview. Letters of notification will be sent by post on or before 28<sup>th</sup> February 2019. Should you receive no letter after 28<sup>th</sup> February 2019, please call 28171764 for enquiry. Under no circumstances can the assigned date and time be changed, unless they clash with the interview of another school or public competition. Evidence should be provided if you apply for the change of interview date.

7. Release of results :

Results for Discretionary Places and Central Allocation will be released at the same time on 9th July 2019 through the SSPA system of EDB.

8. Date of Information Day for S1 Admission : 8<sup>th</sup> December, 2018
9. Number of discretionary places available : 38
10. Selection criteria and weighting :

Academic Performance	50%
Performance in Interview	30%
Performance in Extra Curricular Activities and Awards	20%



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### 中一自行分配學位申請須知 (二零一九至二零二零學年)

1. 申請日期 : 二零一九年一月三日至二零一九年一月十七日
2. 辦公時間 : 星期一至五:上午九時至下午五時/星期六:上午九時至正午十二時
3. 遞交申請 : 申請人的家長或獲授權人士需親身前往學校遞交申請  
(本校並不接受郵寄遞交申請)
4. 遞交申請所需文件 :
  - i. 聖嘉勒女書院中一自行分配學位報名表 (甲部與乙部)
  - ii. 教育局中一自行分配學位申請表
  - iii. 申請人之身分證或出生證書副本
  - iv. 小五(全學年)及小六(上學期)成績表副本
  - v. 所獲之獎項或證書副本
  - vi. 天主教領洗證明書(如適用)
  - vii. 回郵信封一個(必須填上學生姓名、住址及貼上郵票)(不須提交小學推薦信)
5. 面試日期 : 二零一九年三月十六日或三月二十三日 (星期六)
6. 面試安排 :

所有申請者均會獲邀參加面試。本校會於二零一九年二月二十八日或之前以郵寄方式通知有關詳情。如於該日之後仍未接獲通知,可致電 2817 1764 查詢。除因為與另一學校安排之面試或公開比賽撞期外,面試日期及時間均不得更改。如需更改面試日期,必須出示證明。
7. 公佈結果 :

自行分配學位將與統一派位結果一併於二零一九年七月九日由教育局公布。
8. 中一入學資訊日 : 二零一八年十二月八日
9. 中一自行分配學位總數 : 38
10. 收生準則及比重 :

學業成績	50%
面試表現	30%
課外活動表現及獎項	20%